

14th Annual Environmental Education Symposium



LEEC
LOUISIANA ENVIRONMENTAL
EDUCATION COMMISSION

**February 11-12, 2011
Baton Rouge Marriott**

EXHIBITOR INFORMATION

Exhibitor Deadline: December 10, 2010

On February 11-12, 2011, the Louisiana Environmental Education Commission and the Louisiana Environmental Education Association will host the 14th Annual Louisiana Environmental Education Symposium – ***“Our Environment...Our Future”*** at the Marriott Hotel, 5500 Hilton Avenue, Baton Rouge, Louisiana. Our target audience will include classroom teachers, pre-service teachers, business and industry representatives, non-profit organizations, state and local officials, legislators, and non-formal educators.

You and/or your organization have displayed continued support of environmental education initiatives within the state of Louisiana, and are therefore invited to exhibit at our conference. Our exhibit area will feature environmental education resources for educators, such as curriculum guides, lesson plans, CD ROMs, videos, field trip information and other opportunities that can enrich the classroom experience. If your organization has these types of resources for educators, this symposium would provide an excellent opportunity to display and distribute these materials to the individuals who can best utilize them.

REGISTRATION: Exhibitor registration includes symposium registration for **one person**, including the Friday night social, Saturday continental breakfast, and Saturday lunch. Exhibit space will consist of **one 8 foot draped table** and two chairs. Additional booth space, tables, electricity, Internet, and registrations are available *at an extra charge*. Please see your registration form for pricing information. In order to insure a table and recognition in the program, the postmark deadline for booth registration is **DECEMBER 10, 2010**.

All exhibitor registration forms should be sent directly to:

**Venise Ortego
LA Department of Wildlife & Fisheries
5652 HWY 182
Opelousas, LA 70570**

SET-UP: Exhibitor set-up will take place Friday, **February 11, 2011**, between **3:00 PM – 5:30 PM**. There will be an informal social to showcase the exhibits on Friday evening from 6:00 PM until 8:00 PM. The exhibits will be open during this reception and from 7:30 AM until 12:50 PM on Saturday, February 12, 2011. **Exhibitors are asked not to dismantle booths before 12:50 PM on Saturday!**

DOOR PRIZES/DONATIONS: Each year, door prizes are an important part of this professional development institute. Our participants enjoy the door prizes! If you would like to include a door prize to be given away during the Environmental Education Symposium, please check the appropriate box on your registration form. Also, your organization may want to make a donation to help defray the cost for attending educators. All donations of \$100.00 or more, received by **December 10, 2010**, will be noted in the symposium program.

MISCELLANEOUS: Non-profit organizations will be allowed to sell items such as T-shirts, posters, etc, but must first clear such items with Angela Capello (acapello@wlf.la.gov) prior to the conference.

HOTEL: Hotel accommodations can be made with the **Marriott Hotel** at **(225) 924-5000**. Reference the “2011 EE Symposium” to receive the conference room rate of \$99.00 for a single or double room. *The conference rate deadline is January 21, 2011!*

DRAFT SYMPOSIUM SCHEDULE:

Friday, Feb. 11, 2011	9:00 a.m. – 3:30 p.m.	Short Course Activities (off site)
	3:00 p.m. – 5:30 p.m.	<i>Exhibitor Registration and Set-up</i>
	5:00 p.m. – 8:00 p.m.	Participant Registration/Check-In
	6:00 p.m. – 8:00 p.m.	<i>Exhibit Showcase & Reception</i>
Saturday, Feb. 12, 2011	7:00 a.m. – 8:00 a.m.	Participant Registration/Check-In
		Continental Breakfast
	7:30 a.m. – 12:50 p.m.	<i>Exhibit Hall Open</i>
	8:00 a.m. – 10:50 a.m.	Concurrent Sessions
	10:50 a.m. -11:30 a.m.	Snack Break / <i>Exhibit Hall</i>
	11:30 a.m. – 1:20 p.m.	Concurrent Sessions
	1:20 p.m. – 2:50 p.m.	Lunch/Keynote Speaker
	2:50 p.m.	Symposium Closing

You, the exhibitors, are a valuable part of the Environmental Education Symposium and participants appreciate the information you provide. Our 2010 conference survey indicated that participants would like more free time in order to view exhibits – a great reflection of what you have to offer! We were only too happy to oblige so to our repeat exhibitors, please make note of our *extended schedule*.

We look forward to your participation in this 2011 Environmental Education Symposium! Please do not hesitate to contact us if you have any questions.

Sincerely,

Angela Capello

Angela Capello, Exhibit Chair
Louisiana Department of Wildlife & Fisheries
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Venise Ortego

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“Our Environment...Our Future”